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25 April 1977

MEMORANDUM FOR: Executive Officer, Office of Finance  
FROM : [REDACTED]  
Chief, Accounts Division  
THROUGH : Deputy Director for Financial Operations  
SUBJECT : Two-Year Personnel Plan

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1. Attached in somewhat general form is a two-year personnel plan (Acronym: TYPP) for Accounts Division, which is my concept of the career development of division personnel within the next biennium.

2. This is not a proposal for reassignments. Actually, I'd like to keep 89% of my people forever, but I realize that fairness to them and to the Agency requires that some be moved upward and some eventually onward to other arenas.

3. I first thought to coordinate this plan with each individual; however, I convinced myself that I might encounter unreasonable or conflicting aspirations, or lack of clear vision, or even skepticism, which would confuse this first effort to present a well-meaning concept. So, I decided not to get everybody exercised over something that might not survive beyond this stage; I cleared it with branch chiefs only.

4. This concept of the near future is based on the realignment of grades proposed in my Revision of Staffing Complement memorandum of 3 November 1976, which you told me was generally approved in the Office of Finance.

5. If you feel that this has some value, it could be developed further. It could be coordinated with individuals and include self-conceptions. It could include proposals for training. It could include more specific reassignment recommendations. Please let me know what you think.

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Attachment

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